From:	Dougherty, Pam [Dougherty.Pam@epa.gov]
Sent:	3/4/2019 6:59:20 PM
To:	O'Connor, Darcy [oconnor.darcy@epa.gov]; Garcia, Bert [Garcia.Bert@epa.gov]; Rathbone, Colleen [Rathbone.Colleen@epa.gov]; Minter, Douglas [Minter.Douglas@epa.gov]; Miller, Johanna [Miller.Johanna@epa.gov]; Bahrman, Sarah [Bahrman.Sarah@epa.gov]
CC:	Russo, Rebecca [Russo.Rebecca@epa.gov]
Subject:	PLEASE READ: Update of Backlogged Permits Spreadsheet
Attachments:	Backlogged UIC Permits DETAILS as of 022819.xlsx

Importance: High

Hello, Bert asked that I review the Backlogged Permit spreadsheet, that we've been updating monthly for the past year, to ensure that the details being provided in each column reflect the information each column is requesting. As of this morning, I've moved some information around to respond to Bert's request.

We can talk more about this tomorrow but my thinking is that: the "next steps" column should explicitly lay out the future and nothing in the past; the "strategy/planning" column should lay out the current thinking; everything else falls, even actions that have happened in the past year, in the background category. The "next steps" column in many cases may be blank now, if the information that was entered I viewed more as strategy or background. I tried not to delete things but rather make them more succinct as I moved them to another column.

Please take a look at the spreadsheet and if I've inadvertently moved something you feel free doesn't meet the criteria I laid out above let me know. Also, if you have next steps for any permits where there are blank cells you can either update the spreadsheet now or as we walk through it tomorrow.

As always, thank you for your help and if you have any questions feel free to contact me. I'm teleworking today and can be reached by email or by phone at Ex. 6 Personal Privacy (PP)

See you all tomorrow. Pam